Project Plan

TradeNest
George Brown College

Industry Partner	George Brown College
Primary Instructor	Anjana shah
Team Member	Kaman Wong
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Team Member	Shalom Aideyan
Team Member	

Document Revision History

Revision #	Date
2	2/02/2025

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1. Executive Summary

The following describes the project to be executed.

Objective	Create an application where users can post lost items that they have found on the specific institution. After that, users can see a list of all the lost items and if they see an item that belongs to them, they can get in contact with the user who reported it and start the process of getting the item back. The app is meant to give users an opportunity to get their personal belongings and prevent extra costs (i.e., having to replace the lost item). It is also meant to reduce waste in the institutions.
Corporate Goals Addressed	TradeNest fosters a collaborative environment by enabling users to report found items and trade personal belongings, which strengthens community bonds and promotes mutual support among users.
Planned Start Date	Monday, September 16, 2024
Planned End Date	Thursday, March 27, 2025

2. Project Approvers, Reviews and Distribution List

Approvers, reviewers and distribution list

Project Role	Name	E-mail	Date
Lead Developer	Kaman Wong	kaman.wong@georgebrown.ca	02/02/2025
UX Designer	Naomi Teklu	naomi.teklu@georgebrown.ca	02/02/2025
Project Manager	Jason Opoku	jason.opoku@georgebrown.ca	02/02/2025
Security Architect	Shalom Aideyan	shalom.aideyan@georgebrown.ca	02/02/2025

3. Scope

Define the sum total of all of its products and their requirements or features.

In Scope	Out of Scope

User to user communication.	User can't report that they have lost an item. Only users that have found an item can report it.
Users can post lost items, including pictures and descriptions.	Users cannot create an account using a personal email or other.
Users can create an account using the institution's email.	Users cannot pay for the traded items through the app.
Users can check their posted items.	The app will work on individual institutions, meaning that it will not work cross-institutions.
Users can search for other users' items to trade.	The app will not include biometric authentication (e.g., fingerprint or facial recognition).
Users can check their previous transactions and provide feedback on them.	Users can not call through the app only communicate
Users can edit their profiles (add picture, description, phone number,...).	Users cannot call each other through the app; they can only communicate via messaging features.
Users can favorite items and follow other users.	The app will not provide delivery services for items traded or lent between users, leaving all item exchanges to be arranged directly between the users.
Users can filter their search of items based on their preferences.	The app will not offer multi-language capabilities; it will be available only in English, focusing on the primary user base.

4. Deliverables

This project will deliver the following.

Deliverable	Description
Web Application	A responsive web application designed for both desktop and mobile devices, enabling users to create accounts, post, lend, and trade items.
Database Integration	Integration with the database provided by George Brown College, allowing users to store and retrieve item data efficiently.
User Account System	A user account system requiring George Brown College email addresses for registration, ensuring only authorized users from the institution can create accounts.

Item Management	Functionality for users to add, delete, and edit their listed items, including personal belongings they wish to trade, lend, or sell.
Security Features	security features, including encrypted passwords and secure access to user data to protect sensitive information.

5. Assumptions

This project makes the following assumptions;

1.- Institution Email Requirement: All users will have a valid George Brown College email address (@georgebrown.ca) to create an account. This ensures that only students, staff, and other members of the institution can access the platform.

2.- User Participation: It is assumed that students and staff will actively participate in using the platform, regularly posting items for trade, lending, or retrieval.

6. Dependencies

The following are the internal and external dependencies that will have to be acknowledged and addressed;

Internal Dependencies:

1. The project relies on effective collaboration between the front-end and back-end development teams to ensure seamless integration of features and functionality.
2. Timely coordination between the design team (UX/UI) and developers to ensure the user interface is aligned with back-end functionalities.
3. Availability of all team members for regular meetings, stand-ups, and reviews to ensure smooth progress.

External Dependencies:

1. Regular feedback and approval from the teacher to ensure project milestones are met.

7. Risk Management

Potential Risk	Severity (H/M/L)	Likelihood (H/M/L)	Management Strategy
Delays in integration between front-end and back-end	H	M	Hold regular meetings between both teams to coordinate and align efforts.

Scope creep due to adding unnecessary features	M	M	Define strict sprint goals and adhere to the product backlog priorities.
Lack of team collaboration	H	L	Use communication tools (Slack, Trello) to ensure transparency and updates.

8. Communication

Reporting

The following reports will be produced;

Report	Audience	Frequency
Weekly Status Report	Project Team	Weekly
Project Progress Report	Project Manager	Bi-weekly

Meetings

The following meetings/communication will be established;

Meeting	Purpose	Attendees	Frequency
Sprint Planning	Define sprint goals, tasks, and timelines	Project Team, Project Manager	Bi-weekly
Daily Stand-up	Provide daily updates on progress, blockers, and next steps	Project Team	Daily

9. Task Listing (WBS- Work Breakdown Structure)
The following resource proposal template summarizes the resource hours committed to this project, upon final approval of this document.

Reference	Tasks	Duration	Dependency
A	Project Initiation and Requirements Gathering	2 weeks	NONE
B	Design UI/UX and Create Wireframes	3 weeks	A
C	Database Design and Setup	2 weeks	A
D	Back-end Development	4 weeks	C

E	Front-end Development	4 weeks	B,D

10. Gantt Chart

Create a <u>detailed Gantt Chart</u> from your Task Listing(Use any software tool and paste the image or upload as a separate file that can be opened as pdf/doc/xls)

Below is an example:

Task	Period										Completed
	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	Dates	

11. Milestones

Major Activity or Milestone	Estimated Milestone Target date	Owner/Reviewer Team Members
Sprint 5	02/02/2025	Kaman, Jason, Naomi, Shalom
Sprint 6	02/23/2024	Kaman, Jason, Naomi, Shalom
Completed backend	03/07/2025	Kaman, Jason, Naomi, Shalom

Finalized project	03/27/2025	Kaman, Jason, Naomi, Shalom

12. RAM – Responsibility Assignment Matrix

Create a RAM from your Task Listing. A sample is shown below:

Project Team Responsibilities

Project Name: New Package Installation
Project Manager: Al Q. Hall

Task	John	Frank	Linda	Jean	Larry
Assess Requirements	P	S	S		
Design Business System			S	P	
Modify Purchased Package	S	P			
Modify In-House Procedures			P	S	
Testing	S				P
Implement New Package		P		S	
Train Staff		S		S	P

P = Primary S = Secondary

13. Approval

The signatures below indicate their approval of the contents of this document.

Project Role	Name	Signature	Date
Lead Developer	Kaman Wong	Kaman	02/02/2025
UX Designer	Naomi Teklu	Naomi	02/02/2025
Project Manager	Jason Opoku	Jason	02/02/2025
Security Architect	Shalom Aideyan	Shalom	02/02/2025